

MONTANA CHEMICAL DEPENDENCY CENTER POLICY AND PROCEDURE MANUAL

Policy Subject: Transfer to Montana State Hospital (MSH)	
Policy Number: CTP 20	Standards/Statutes: MCA 53-24-208 ARM 37.27.130
Effective Date: 01/01/02	Page 1 of 2

PURPOSE: To establish procedures for inter-facility transfers from MCDC to Montana State Hospital which would facilitate treatment and rehabilitation services to patients diagnosed with co-existing DSM IV psychiatric and addiction disorders.

POLICY: Montana Chemical Dependency Center (MCDC) and Montana State Hospital (MSH) have an inter-institutional transfer agreement to provide treatment services for patients identified with co-existing psychiatric and addiction disorders.

PROCEDURE:

- I. Patients referred to MSH from MCDC.
 - A. Patients determined to be beyond the scope of the programs mental health services maybe referred to MSH for stabilization under the interagency transfer policy.
 - B. A person who is in the custody of the department for any purpose other than treatment of severe mental illness may not be transferred or committed to a mental health facility for more than ten days.
 - C. When approval for admission has been obtained, assemble all appropriate records to be transferred with the patient, along with a completed inter-facility patient therapeutic leave form and at least a two-week supply of the patient's medications.
 - D. If the mental health of the patient is determined to be severe enough to warrant additional time after the ten days at MSH an involuntary commitment may be commenced in the county of the mental health facility where the person is. In the county of the institution from which the person was transferred to the mental health facility or in the county of the person's residence.
 - E. Notice of transfer must be given immediately to the assigned counsel at the mental health facility

and to the guardians, friends of respondent, or conservators.

Revisions:

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	Name	Title	Date

Approved By:	<u>David J. Peshek, Administrator</u>	<u>01/01/02</u>
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